
PART I
GOVERNMENT OF PUNJAB
DEPARTMENT OF LEGAL AND LEGISLATIVE AFFAIRS,
PUNJAB
NOTIFICATION
The 13th May, 2016

No. 20-Leg./2016.-The following Act of the Legislature of the State of Punjab received the assent of the Governor of Punjab on the 26th day of April, 2016, is hereby published for general information:-

THE PUNJAB BOVINE BREEDING ACT, 2016.

(Punjab Act No. 17 of 2016)

AN
ACT

to provide for improvement of bovines by regulating bovine breeding activities including use of bovine breeding bulls for production of bovine semen, processing, storage, sale and distribution of bovine semen, and artificial insemination and any other breeding activity in bovines in the State of Punjab and for the matters connected therewith or incidental thereto.

BE it enacted by the Legislature of the State of Punjab in Sixty- seventh Year of Republic of India as follows:-

CHAPTER I
Preliminary

1. (1) This Act may be called the Punjab Bovine Breeding Act, 2016. Short title and commencement.
(2) It shall come into force on such date as may be specified by the Government through a notification in the Official Gazette.
2. In this Act, unless the context otherwise requires, - Definitions.
 - (a) "Artificial Insemination" or "A.I." means the technique used for depositing bovine semen into the mature female reproductive tract by artificial means;
 - (b) "Authority" means the Bovine Breeding Authority constituted under section 3;
 - (c) "Authorised inseminator" means a veterinarian or Veterinary Inspector or Veterinary Pharmacist (by whatever name called) or trained AI worker to be certified by the Authority in such manner, as may be prescribed;

- (d) "bovine" means a cow, cow-bull, cow-heifer, buffalo, buffalo-bull and buffalo heifer;
- (e) "bovine breeder" means any person or organization or firm or agency engaged in bovine breeding activity;
- (f) "bovine breeding" means breeding activities in bovines that include the use of bovine bulls, semen or embryos;
- (g) "Breeding Policy" means the Livestock Breeding Policy, duly notified by the Government to promote breeding and development of livestock, especially of bovines in the State;
- (h) "Certified Bull" means a bovine bull certified by the Authority, which is kept for semen production for a particular bovine breed and meets the standards, as may be prescribed;
- (i) "Chairperson" means the Chairperson of the Authority;
- (J) "embryo" means a structure developed as a result of fusion of bovine male and female gametes;
- (k) "expert" means an expert who fulfils the requirements, as may be specified by the Authority;
- (l) "Government" means the Government of the State of Punjab in the Department of Animal Husbandry, Fisheries and Dairy Development;
- (m) "Misbranded Semen" means a semen whose DNA profile does not match with DNA profile of the bull, mentioned in the record of semen bank or semen straw;
- (n) "pedigree" means genealogical information showing the ancestral line of the bull /dam;
- (o) "premises" means any place, land, yard, building or any other site that is used for semen production, storage, transport, distribution, trade or utilization;
- (p) "prescribed" means prescribed by rules made under this Act;
- (q) "Recognised Laboratory" means the Northern Regional Disease Diagnostic Laboratory, Jalandhar or any other national level laboratory, duly authorized by the Authority;
- (r) "Registrar" means the Registrar of the Authority;
- (s) "semen" means the semen/sexed semen of cow bull or buffalo bull in any form;

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- (t) "semen bank" means a premises where the bovine semen is stored for trading or distribution;
 - (u) "Semen station" means a premises, where a facility is set up for production, processing and storage of bovine semen;
 - (v) "services" means any of the bovine breeding services, as may be specified by the Government;
 - (w) "sub-standard semen" means semen or semen straws that do not meet the standards, as may be prescribed; and
 - (x) "veterinarian" means a registered veterinary practitioner as defined in the Indian Veterinary Council Act, 1984 (Central Act No. 52 of 1984).

CHAPTER II

BOVINE BREEDING AUTHORITY

- 3. (1) The Government shall, by notification in the Official Gazette, Constitution of constitute an Authority to be known as the Bovine Breeding Authority. the Authority.
- (2) The Authority shall consist of the following:-
 - (a) Director, Animal Husbandry, Punjab; : Chairperson
 - (b) Director, Indian Veterinary Research Institute, Izzatnagar or its representative (not below the rank of Principal Scientist); : Member
 - (c) Joint Commissioner, Animal Husbandry, Department of Animal Husbandry, Dairying, and Fisheries, Ministry of Agriculture and Farmer's Welfare, Government of India; : Member
 - (d) Director Research, Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana; : Member
 - (e) Eminent veterinarian to be nominated by the Government; : Member
 - (f) Eminent bovine breeder to be nominated by the Government; and : Member
 - (g) Joint Director, Animal Husbandry, Punjab. : Registrar
- (3) The affairs of the Authority shall be managed and administered by the Registrar.

(4) The Authority shall draw-up a consultative panel of experts consisting of not more than nine members. Out of the panel of experts, the Authority shall form Committee(s) of not more than three members which shall perform such functions, as may be required by the Authority. The members of such Committee(s) shall be entitled for such honorarium, travelling allowance and daily allowance, as may be prescribed.

Headquarter of the Authority.

4. The Headquarter of the Authority shall be at the office of the Director Animal Husbandry, Punjab.

Meetings of the Authority.

5. (1) The Authority shall meet at such time and place as the Registrar may determine in consultation with the Chairperson and shall observe such procedure with regard to the transaction of its business at such meetings, as may be prescribed.

(2) The quorum necessary for the transaction of business at a meeting shall be four members.

Functions of the Authority.

6. As provided in this Act and the rules made thereunder, functions of the Authority shall be as under:-

- (a) to formulate and implement the Breeding Policy and services in the State of Punjab.
- (b) to regulate the storage, sale and use of semen or embryos produced within or outside the State of Punjab or imported from any other country.
- (c) to certify bovine bulls, which meet the standards, as may be prescribed.
- (d) to register semen stations in the State of Punjab as per the provisions laid down in Chapter III of this Act.
- (e) to register semen banks in the State of Punjab.
- (f) to certify the trained AI workers for operating bovine breeding activities in the State of Punjab through appropriate Standard Operative Procedures to be laid down by the Authority.
- (g) to perform such other functions concerning bovine breeding, as may be prescribed.

Experts and other personnel of the Authority.

7. The Authority shall discharge its duties through the staff of Animal Husbandry Department, Punjab. It may also outsource or get on deputation such number of officers and experts with veterinary qualifications and experience, as may be prescribed, as it may consider necessary for the efficient

discharge of its functions.

8. (1) Subject to the provisions of this Act and the rules made thereunder, the Authority shall have jurisdiction all over the State of Punjab in respect of bovine breeding activities. Jurisdiction and Powers of the Authority.

(2) For the discharge of the functions conferred on the Authority under this Act, the Authority or any officer empowered by it in this behalf, shall have the power to obtain any required information from any semen station or related person engaged in bovine breeding activities.

(3) The Authority shall have the power to give directions requiring any person in-charge of any premises, where any activity relating to bovine breeding is carried out or who in its opinion is contravening any of the provisions of this Act or the rules made thereunder, to furnish such information and in such form, as may be specified by it.

CHAPTER III

REGISTRATION OF SEMEN STATIONS AND SEMEN BANKS AND CERTIFICATION OF BULLS AND TRAINED A.I. WORKERS

9. (1) On and from the date of commencement of this Act, no person (including any Firm, Limited Liability Partnership (LLP), Company, Producer Company, Institution, NGO, Breeders' Association, Trust, Department of Central/State Government, Co-operative Society or any other agency), shall establish and operate a semen station for production and storage of semen doses for artificial insemination or production and transfer of embryos without obtaining a certificate of registration from the Authority. Registration of semen stations.

(2) Any person who desires to establish and operate a new semen station, shall make an application for registration or renewal in such form alongwith such fee, as may be prescribed.

(3) The existing semen stations shall apply to the Authority for grant of certificate of registration in such form alongwith such fee, as may be prescribed, within three months from the date of commencement of this Act. They shall also declare the current stock of semen alongwith such other details as may be required in the form.

(4) Applicants intending to set-up a new semen station or the existing semen stations, who have submitted an application form alongwith prescribed fee to the Authority, shall be issued a provisional certificate of registration to meet the conditions specified in sub-section (6) of this section. The provisional

certificate of registration shall be valid for a period of twelve months. It may be extended for a further period of six months on the request of the applicant, in writing. The Authority shall reply within one month about the status of extension.

(5) For the grant of certificate of registration for a new semen station or the existing semen station, the applicant shall make a written request to the Authority for inspection within the above twelve months or the extended period of six months, whichever applicable. The Authority shall thereupon, send a committee of experts from the consultative panel for such inspection.

(6) The Authority, after satisfying itself that,-

(A) the semen station,-

- (i) has premises for the quarantine of bovine bulls, as may be prescribed by the Authority or the Government of India;
- (ii) has premises for the rearing and housing of bulls and the collection, processing, quality control, storage, distribution and quarantine of semen doses as may be prescribed by the Authority or the Government of India; and
- (iii) has premises for the storage of semen doses as may be prescribed by the Authority or the Government of India;

(B) every bull, used in the semen station for production of semen doses,-

- (i) has tested negative to the tests as may be prescribed by the Authority or the Government of India:
 - (a) prior to its entry to a quarantine station;
 - (b) during quarantine period at a quarantine station;
 - (c) during rearing at a rearing station; and
 - (d) at the semen station;
- (ii) conforms to breed characteristics of the permitted breeds only as may be specified in the breeding policy and meets the minimum standards for various traits in terms of quantity and quality as may be specified by the Authority or the Government of India and as modified and notified from time to time;

(C) the semen station maintains accurate details of the bull, whose semen doses it would like to produce, store, sell, distribute or proposes to distribute for Artificial Insemination in a format, as may be prescribed;

shall grant the certificate of registration to a new semen station or the existing

semen station clearly specifying the name and address of the semen station, registration number of the semen station, unique Identification No. of certified bulls to be used for semen production, name of the In-charge of the semen station and such terms and conditions, as it may deem fit.

(7) The certificate of registration granted to semen station under this section shall be valid for a period of two years from the date of its issue.

(8) The semen station shall, in such form alongwith such fee, as may be prescribed, apply for renewal of registration to the Authority at least three months before the expiry of the certificate of registration. The Authority after satisfying itself that the conditions specified in sub-section (6) with regard to certificate of registration have been adhered to, shall renew the registration for a further period of two years, within three months from the date of receipt of application. If the renewal certificate is not issued within three months, approval shall be deemed to have been accorded, unless communicated otherwise.

(9) Any new bovine bull that meets the standards for semen production shall not be inducted in the semen station for semen production without the prior approval and necessary certification from the Authority. Death/culling of certified bull shall be informed to the Authority.

(10) The Authority may, after giving the applicant an opportunity of being heard and for reasons to be recorded in writing, refuse to grant or renew the certificate of registration.

(11) The Authority shall send a Committee of experts to inspect a semen station as and when desired, but at least once in a year, to ensure compliance of the conditions specified in the certificate of registration.

10. (1) On and from the date commencement of this Act, no person (including any Firm, Limited Liability Partnership (LLP), Company, Producer Company, Institution, NGO, Breeders' Association, Trust, Department of Central or State Government, Co-operative Society or any other agency], shall establish and operate a semen bank without obtaining a certificate of registration from the Authority.

(2) The certificate of registration referred to in sub-section (1) shall be issued in such manner and subject to such conditions, as may be prescribed.

11. (1) On and from the date of commencement of this Act, no new semen station shall carry out semen production from any bovine bull other than bulls.

those certified by the Authority.

(2) The bulls shall be certified by the Authority in such manner and subject to such conditions, as may be specified by the Government.

(3) The Authority shall generate a unique Identification No. for each certified bull and it shall be mandatory for the semen stations to tag this unique Identification No. securely and permanently to the certified bulls at all times.

Certification of trained AI workers.

12. The trained AI workers shall be certified by the Authority in such manner and subject to such conditions, as may be specified by the Government.

Regulation of sale of semen.

13. (1) None shall sell or distribute or gift or transfer the semen/embryo to any person other than a person, as may be authorized by the Authority

(2) No semen/embryo produced outside the State-of Punjab shall be allowed into the State of Punjab to be sold, distributed or gifted for Artificial Insemination/transfer, except with the prior approval of the Authority to be granted in such manner and subject to such conditions, as may be prescribed.

(3) No semen/embryo shall be imported for Artificial Insemination/transfer in to the State of Punjab from any other country, except with the prior approval of the Authority to be granted in such manner and subject to such conditions, as may be prescribed.

Issue of duplicate registration certificate.

14. In case a certificate of registration or a certificate of renewal issued under this Act is defaced, lost or destroyed, the Authority, may, upon satisfaction, grant a duplicate certificate to the applicant on payment of such fee, as may be prescribed.

Revocation of certificate of registration.

15. If the Authority is satisfied, either on a reference made to it in this behalf or on the basis of inquiry report of a Committee of experts constituted by the Authority or otherwise that,-

- (a) the certificate of registration granted by it under this Act to a Semen station has been obtained by misrepresentation or fraud; or
- (b) the holder of the certificate of registration has, without reasonable cause, failed to comply with the terms and conditions subject to which the certificate has been granted or has contravened any of the provisions of this Act or has not complied with such conditions, as may be prescribed;

then, without prejudice to any other proceedings to which the holder of the

certificate may be liable under this Act, the Authority, may, after giving the holder of the certificate of registration an opportunity to show cause;

- (i) where under this Act, any conditions have been imposed on any person, while granting the certificate of registration or renewal thereof, or under section 9, and such person has failed to comply with such conditions, the Authority, after giving such person opportunity of being heard, revoke the certificate of registration or renewal thereof and shall take such steps against such person, as may be prescribed; or
- (ii) suspend the certificate of registration or renewal till the holder of the certificate complies with all the required conditions to the satisfaction of the Authority; or
- (iii) take an undertaking from the holder of the certificate of registration, to comply with the provisions of this Act.

16. (1) Any person aggrieved by an order of the Authority refusing to grant or renew a certificate of registration or revoking or suspending the certificate of registration under the provisions of this Act, may file an appeal before the Appellate Authority, who shall be the Administrative Secretary of the Department of Animal Husbandry, Punjab.

(2) The Appellate Authority, after giving a reasonable opportunity of being heard to the applicant, shall decide the appeal, as expeditiously as possible, but within three months.

CHAPTER IV

17. (1) The Authority or members of the Committee of experts authorised by it in this behalf, with a view to ensure compliance with the terms and conditions of the certificate of registration or any provisions of this Act, or for the purpose of inspection and inquiry, may,-

- (a) enter, inspect and cause or conduct search of any premises in which it has reason to believe that any activity in contravention of the provisions of this Act is going on or there is any contravention of any of the provisions of this Act or rules made there under or the holder of certificate is doing activities in violation of the terms and conditions specified in the certificate of registration issued under this Act.
- (b) collect samples of semen, blood or any other material used in semen production from the premises of any semen station and have such

Power to inspect,
search and
seizure.

samples analyzed from a recognized laboratory. All the stock of the semen which is from uncertified bull shall be destroyed immediately and semen processing equipment shall be sealed.

(2) The provisions of the Code of Criminal Procedure, 1973 relating to search and seizure shall, as far as may be, apply to searches and seal/seizures under sub-section (1).

Maintenance and submission of records.

18. (1) Every person who holds a certificate of registration under this Act shall maintain such books, accounts and records relating to his business transactions in such form, as may be specified by the Authority in this behalf.

(2) Every person who holds a certificate of registration for a Semen station/semen bank shall submit to the Authority, an annual, report, in duplicate, in respect of the semen station/semen bank in such form, as may be prescribed and with respect to new bulls proposed for certification whose semen is to be put on use in such form, as may be prescribed.

Power to give directions.

19. Notwithstanding anything contained in any other law, but subject to the provisions of this Act, and to any directions that the Government may give in this behalf, the Authority, may in exercise of its powers and performance of its functions under this Act, issue any directions in writing to any person, officer, or authority, and such person, officer or authority, as the case may be, shall be bound to comply with such directions. The powers to issue directions under this section shall include the power to direct,-

- (i) the closure, prohibition or regulation of any operation, process or activity related to bovine breeding; or
- (ii) the stoppage or regulation of supply of electricity, water or any other service.

Power to make application to Courts for restraining apprehended bovine breeding activities in contravention of this Act.

20. (1) Where it is apprehended by the Authority, that any person, firm, company or Non-Governmental Organization is engaged in the bovine breeding services or trading and supply of semen/embryo in contravention of the provisions of this Act or rules made there under, the Authority or any officer authorized by it, may file a complaint in the Court of Judicial Magistrate First Class for restraining the said person from carrying out the said activity.

(2) On receipt of an application under sub-section (1), the Court may pass an order restraining any such person, to carry out the said activity or give such directions or pass such order as it may deem fit.

Penalties.

21. (1) Any person who contravenes or violates any provision of this Act or rules made thereunder, shall be punished with a fine up to one lakh rupees or with rigorous imprisonment upto one year, or both.

(2) The fine so imposed, may be recovered from the person concerned, as arrears of land revenue. Cognizance of offences.

22. (1) No court shall take cognizance of any offence under this Act, except on a complaint made by the Authority or any officer authorized by it in this behalf.

(2) No Court inferior to that of a Judicial Magistrate of the First Class shall try any offence punishable under this Act.

(3) No prosecution for offences punishable under this Act shall be instituted, except with the prior sanction of an officer authorized in this behalf by the Authority, by notification.

(4) Production, possession, distribution, sale, transfer in any form, import-export or use of unauthorized semen or misbranded or sub-standard semen shall be a cognisable offence under this Act.

Chapter V

Miscellaneous

23. Any document purporting to be a report duly issued by a recognized laboratory may be used as evidence of the facts stated therein in any proceedings under this Act. Report of Recognized Laboratory.

24. All local authorities shall render such help and assistance and furnish such information to the Authority, as it may require for discharge of its functions and shall make available for inspection and examination such records or documents, as may be necessary. Local Authorities to assist.

25. The Authority shall furnish to the Government such reports, statistics, and other information with respect to its funds, activities or policies as required by the Government, from time to time. Reports.

26. All experts, officers and officials of the Authority, when acting or purporting to act in pursuance of any of the provisions of this Act and the rules made thereunder shall be deemed to be public servants within the meaning of Section 21 of the Indian Penal Code. Experts, officers and officials of the Authority to be public servants.

27. No civil court shall have any jurisdiction in any matter, in respect of which the Government or any other person or authority is empowered by this Act to take cognizance, and dispose it of, and the manner in which the Government or such person or authority may exercise any power, vested in it or him by or under this Act. Bar on Jurisdiction

Protection of action taken in good faith.

Power of Government to make rules.

Power to remove difficulties.

Funds of the Authority.

Repeal and Saving.

28. No suit or other legal proceedings shall lie against any member, officer or officials, of the Authority in respect of anything which is in good faith and public interest, done or intended to be done in pursuance of this Act or the rules made thereunder.

29. (1) The Government may, by notification in the Official Gazette, make rules for carrying out the purposes of this Act.

(2) In particular and without prejudice to the generality of the foregoing powers, the Government may make such rules, as may provide for any other matter which has to be or may be prescribed.

(3) Every rule made under this Act shall be laid, as soon as may be, after it is made, before the House of the State Legislature, while it is in session, for a total period of fifteen days, which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session in which it is so laid or the successive sessions as aforesaid, the House agrees in making any modification in the rules, or the House agrees, that the rules should not be made, the rules shall thereafter have effect only in such modified form or be of no effect, as the case may be. However, any such modification or annulment shall be without prejudice to the validity of anything previously done or omitted to be done under that rule.

30. (1) If any difficulty arises in giving effect to the provisions of this Act, the Government may, by an order published in the Official Gazette, make such provisions not inconsistent with the provisions of this Act as may appear to be necessary for removing the difficulty.

(2) The Government may issue such guidelines to the Authority as it deems fit for the purpose of implementation of the provisions of this Act.

31. The funds of the Authority shall be the budgetary allocation of the Department of Animal Husbandry, Punjab.

32. (1) The Punjab Livestock Improvement Act, 1953 (Punjab Act No. 47 of 1953), is hereby repealed.

(2) Notwithstanding such repeal, anything done or any action taken under the Act, referred to in sub-section (1), shall be deemed to have been done or taken under the corresponding provisions of this Act.

VIVEK PURI,
 Secretary to Government of Punjab,
 Department of Legal and Legislative Affairs.

PART I
GOVERNMENT OF PUNJAB
DEPARTMENT OF LEGAL AND LEGISLATIVE AFFAIRS,
PUNJAB
NOTIFICATION
The 13th May, 2016

No. 21-Leg./2016.-The following Act of the Legislature of the State of Punjab received the assent of the Governor of Punjab on the 26th day of April, 2016, is hereby published for general information:-

**THE PUNJAB GAU-SEWA COMMISSION (AMENDMENT)
ACT, 2016.**

(Punjab Act No. 18 of 2016)

AN
ACT

further to amend the Punjab Gau-Sewa Commission Act, 2014.

BE it enacted by the Legislature of the State of Punjab in the Sixty-Seventh Year of the Republic of India, as follows :-

1. (1) This Act may be called the Punjab Gau-Sewa Commission (Amendment) Act, 2016. Short title and commencement.

(2) It shall come into force on and with effect from the date of its publication in the Official Gazette.

2. In the Punjab Gau-Sewa Commission Act, 2014 (hereinafter referred to as the principal Act), in section 2,- Amendment in section 2 of Punjab Act 27 of 2014.

(i) in clause (f), for the word "Chairperson", the words and sign

"Chairperson, Vice-Chairperson" shall be substituted;

(ii) in clause (h), the word "and" shall be omitted; and

(iii) in clause (i), for the sign ".", the sign and word ";" and "shall be substituted and thereafter the following clause shall be added, namely:-

"(j) "Vice-Chairperson" means Vice-Chairperson of the Commission.".

- 3.** In the principal Act, in section 3, in sub-section (2),-
- (i) in clause (a), in sub-clauses (i), (ii), (iii) and (iv), the words "not below the rank of joint Secretary" and in sub-clause (vi), the words "not below the rank of Deputy Inspector General of Police" shall be omitted; and
- (ii) for clause (b), the following clause shall be substituted, namely:-
- "(b) Non-official member:-
There shall be ten non-official members, including the Chairperson and the Vice-Chairperson.".
- 4.** In the principal Act, in section 11,-
- (i) in sub-section (2), for the words "the member present shall elect", the words and sign "the Vice-Chairperson shall preside over the meeting and in the absence of Chairperson and Vice-Chairperson, the members present shall elect" shall be substituted; and
- (ii) for sub-section (3), the following sub-section shall be substituted, namely:-
- "(3) Eight members comprising four *ex-officio* and four non-official members, shall form quorum of the meeting.".
- 5.** (1) The Punjab Gau-Sewa Commission (Amendment) Ordinance, 2015 (Punjab Ordinance No. 3 of 2015) is hereby repealed.
- (2) Notwithstanding such repeal, anything done or any action taken under the Ordinance referred to in sub-section (1), shall be deemed to have been done or taken under this Act.

Amendment in
section 3 of
Punjab Act 27 of
2014.

Amendment in
section 11 of
Punjab Act 27 of
2014.

Repeal and
saving.

VIVEK PURI,
Secretary to Government of Punjab,
Department of Legal and Legislative Affairs.

PART III

GOVERNMENT OF PUNJAB

DEPARTMENT OF RURAL DEVELOPMENT AND PANCHAYATS

NOTIFICATION

The 6th May, 2016

No. G.S.R.37/Const./Art.309/2016.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules, regulating the recruitment and conditions of services of the persons appointed to the Punjab Rural Development and Panchayats (Group A) Technical Service, namely:—

RULES

1 Short title, commencement and application.—(1) These rules may be called the Punjab Rural Development and Panchayats (Group 'A') Technical Service Rules, 2016.

(2) They shall come into force on and with effect from the date of their publication in the Official Gazette.

(3) They shall apply to the posts specified in Appendix 'A'.

2 Definitions.—In these rules, unless the context otherwise requires,—

- (a) 'Appendix' means an appendix appended to these rules;
- (b) 'Chief Engineer (Panchayati Raj)' means Chief Engineer (Panchayati Raj) in the Department of Rural Development and Panchayats;
- (c) 'Government' means the Government of the State of Punjab in the Department of Rural Development and Panchayats; and
- (d) 'Service' means the Punjab Rural Development and Panchayats (Group 'A') Technical Service.

3 Number and character of posts.—The Service shall comprise the posts specified in Appendix 'A':

Provided that nothing in these rules shall affect the inherent right of the Government to add to or reduce the number of such posts or to create new posts with different designations and scales of pay whether permanently or temporarily.

4 Appointing authority.-Appointments to the Service shall be made by the Government.

5 Pay of members of the Service.-The members of the Service shall be entitled to such scales of pay, as may be authorised by the Department of Finance from time to time. The scales of pay, at present, in force in respect of the members of the Service, are given in Appendix 'A'.

6 Method of appointment, qualifications and experience.-(1) Appointment to the Service shall be made in the manner specified in Appendix 'B':

Provided that if no suitable candidate is available for appointment by promotion and by direct appointment, then appointment to the Service shall be made by transfer of a person holding an analogous post under a State Government or Government of India.

(2) No person shall be appointed to a post in the Service, unless he possesses the qualifications and experience as specified for such a post in Appendix 'B'.

(3) Appointment to the Service by promotion shall be made on seniority-cum-merit basis, but no person shall have any right to claim promotion on the basis of seniority alone:

Provided that promotion to the post of Chief Engineer, being Head of the Department, shall be made on the basis of merit-cum-seniority.

7 Departmental examination.-Every person appointed to the post of Sub Divisional Officer, unless he has already done so, has to pass Departmental Examination *as may be prescribed by the Government from time to time and* as per the provisions laid down in the Punjab Civil Services (General and Common Condition of Service) Rules, 1994, as amended from time to time.

8 Discipline, punishment and appeal.-(1) In the matters of discipline, punishment and appeal, the members of the service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970, as amended from time to time.

(2) The authority empowered to impose penalties as specified in rule 5 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970, in respect of the members of the Services, shall be the Government.

9 Application of the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994.-(1) In respect of the matters, which are not specifically provided in these rules, the members of the Service shall be governed by the provisions of the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994, as amended from time to time.

(2) The Punjab Civil Services (General and Common Conditions of Service) Rules, 1994, at present in force, are contained in Appendix 'C'.

10 Repeal and saving.-The Punjab Rural Development and Panchayats (Group 'A') Technical Service Rules, 2002, in so far as they are applicable to the members of the Service, are hereby repealed:

Provided that any order issued or any action taken under the rules so repealed, shall be deemed to have been issued or taken under the corresponding provisions of these rules.

11 Interpretation.-If any question arises as to the interpretation of these rules, the Government shall decide the same, in consultation with the Department of Personnel.

APPENDIX 'A'

[See rules 1 (3), 3 and 5]

Serial Number	Designation of the post	Number of Posts			Scale of pay + Grade pay (In Rupees)
		Permanent	Temporary	Total	
1	2	3	4	5	6
1	Chief Engineer (Panchayati Raj)	1	—	1	37,400-67,000+ Grade Pay 10,000
2	Superintending Engineer (Panchayati Raj)	2	—	2	37,400-67,000+ Grade Pay 8,700
3	Executive Engineer (Panchayati Raj)	9	6	15	15,600 + 39,100 Grade Pay 7,600
4	Sub Divisional Officer (Panchayati Raj)	30	18	48	15,600 + 39,100 Grade Pay 5,400
5	Sub Divisional Officer (Electrical) (Panchayati Raj)	1	—	1	15,600 + 39,100 Grade Pay 5,400

APPENDIX 'B'**[See rules 6]**

Serial Number	Designation of the posts	Percentage for appointment by		Method, qualification and experience for appointment by	
		Promotion	Direct appointment	Promotion	Direct appointment
1	2	3	4	5	6
1	Chief Engineer (Panchayati Raj)	Hundred per cent		From amongst the Superintending Engineers (Panchayati Raj) who have an experience of working as such for a minimum period of two year.	—
2	Superintending Engineer (Panchayati Raj)	Hundred per cent		From amongst the Executive Engineers (Panchayati Raj) who possess Degree in Engineering in Civil or a degree of AMIE from a recognized university or institution and who have an experience of working as such for a minimum period of six years.	—
3	Executive Engineer (Panchayati Raj)	Hundred per cent		From amongst the Sub-Divisional Officers (Panchayati Raj) who have an experience of working as such for a minimum period of eight years.	—

4	Sub-Divisional Officer (Panchayati Raj)	Fifty per cent	Fifty per cent	<p>(a) Out of the promotion quota ;</p> <p>(i) thirty three per cent from amongst the Junior Engineers, working under the control of Chief Engineer, Panchayati Raj, who possess a diploma in Engineering in Civil from recognised university or institution and who have an experience of working as such for a minimum period of ten years;</p> <p>(ii) fifteen per cent from amongst the Junior Engineers, working under the control of Chief Engineer, Panchayati Raj, who possess a degree in Engineering in Civil or degree of A.M.I.E. from a recognised university or institution, and who have an experience of working as such for a minimum period of three years after obtaining the aforesaid degrees;</p> <p>(iii) two per cent from amongst the Circle Head Draftsman and Divisional Head Draftsman, who possess a degree in Engineering in Civil or a degree of A.M.I.E. from a recognised university</p>	Should possess a Degree in Civil Engineering from a recognised university or institution.
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or institution and who have an experience of working as such for a minimum period of two years; and

- (b) Should have qualified the Departmental Examination in such papers and syllabi, as may be specified by the Government from time to time.

5	Sub-Divisional Officer (Electrical) Panchayati Raj	Hundred per cent	From amongst the Junior Engineers (Electrical), working under the control of Chief Engineer, Panchayati Raj, who possess a diploma in Engineering in Electrical and who have an experience of working as such for a minimum period of ten years	—
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APPENDIX 'C'

(See rule 9)

GOVERNMENT OF PUNJAB

**DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE
REFORMS**

(PERSONNEL POLICIES I BRANCH)

NOTIFICATION

The 4th May, 1994

No. G.S.R. 33/Const./Art. 309/94.-In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, and all other powers enabling in this behalf, the Governor of Punjab is pleased to make the following rules regulating the recruitment and general and common conditions of service of persons appointed to Group 'A', Group 'B' and Group 'C' services in connection with the affairs of the State of Punjab, namely:--

1 Short title, commencement and application.— (1) These rules may be called the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994.

- (2) They shall come into force at once.
- (3) They shall apply to all the posts in Group 'A', Group 'B' and Group 'C' services in connection with the affairs of the State of Punjab.

2 Definitions.— In these rules, unless the context otherwise requires,—

- (a) "appointing authority" means an appointing authority specified as such in the Service Rules made under article 309 of the Constitution of India in respect of any service or Post in connection with the affairs of the State of Punjab;
- (b) "Board" means the Subordinate Service Selection Board, Punjab or any other authority constituted to perform its functions;
- (c) "Commission" means the Punjab Public Service Commission;
- (d) "direct appointment" means an appointment made otherwise than by promotion or by transfer of a person already in the service of Government of India or of a State Government;
- (e) "Government" means the Government of the State of Punjab in the Department of Personnel and Administrative Reforms;

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- (f) "recognised university or institution" means,—
 - (i) any university or institution incorporated by law in any of the State of India; or
 - (ii) any other university or institution, which is declared by the Government to be a recognised university or institution for the purposes of these rules;
 - (g) "Service" means any Group 'A' Service, Group 'B' Service and Group 'C' Service constituted in connection with the affairs of the State of Punjab as per scales given in the Appendix;
 - (h) "Service Rules" means the service rules made under article 309 of the Constitution of India regulating the recruitment and conditions of service other than the general and common conditions of service of persons appointed to any service or post in connection with the affairs of the State of Punjab; and
 - (i) i) "War hero" means a defence services personnel, or a para-military forces personnel, who is a *bona fide* resident of Punjab State and has been killed or discharged from service on account of disability suffered by him on or after 1st January, 1999, while fighting in a war declared so by Government of India, in operations in Kargil or any other sector in J and K in the on going conflict with Pakistan or in any other operations which may be notified by the State Government to have been undertaken for preserving the unity and integrity of the Country; or
 - ii) a defence service personnel or a para-military forces personnel who was a *bona fide* resident of Punjab State and was posthumously decorated with Parmvir Chakra, Mahavir Chakra or Vir Chakra; provided that,—
 - (a) In exceptional instances, the cases of such War Heroes may also be covered, with the prior approval of the Department of Personnel who though not *bona fide* residents of Punjab State are yet closely connected to the State of Punjab;
 - (b) In the case of War Heroes, falling in the category (ii) above, the benefits to be given by the State Government will be restricted only to first generation dependent members/next of the kin.

Note :- The Government reserves the right to include any other category of Awardees for the purpose of providing employment to the category of War Heroes, as may be notified.

3 Nationality, domicile and character of person appointed to the service.—

- (1) No person shall be appointed to the Service unless he is,—
 - (a) a Citizen of India ; or
 - (b) a Citizen of Nepal ; or
 - (c) a Subject of Bhutan ; or
 - (d) a Tibetan refugee who came over to India before the 1st day of January, 1962 with the intention of permanently settling in India; or
 - (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda and United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India:

Provided that a person belonging to any of the categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been given by the Government of Punjab in the Department of Home Affairs and Justice.

- (2) A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or the Board, as the case may be, on his furnishing proof that he has applied for the certificate but he shall not be appointed to the Service unless the necessary certificate is given to him by the Government of Punjab in the Department of Home Affairs and Justice.
- (3) No person shall be recruited to the service by direct appointment, unless he produces,—
 - (a) a certificate of character from the principal academic officer of the university, college, school or institution last attended, if any, and similar certificates from two responsible persons not being his relatives, who are well acquainted with him in his private life and are unconnected with him in his private life

and are unconnected with his university, college, school or institution; and

- (b) An affidavit to the effect that he was never convicted for any criminal offence involving moral turpitude and that he was never dismissed or removed from service of any State Government or of Government of India, or of any Public Sector Undertaking.

4 Disqualification.— No person:-

- a) who has entered into or contracted a marriage with a person having a spouse living; or
b) who, having a spouse living, has entered into or contracted a marriage with any person shall be eligible for appointment to the Service:

Provided that the Government, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5 Age.— (1) No person shall be recruited to the Service by direct appointment, if he is less than eighteen years or is more than thirty seven years of age in the case of technical and non-technical posts on the first day of January of the year immediately preceding the last date, fixed for submission of applications by the Commission or the Board, as the case may be,-

Provided that where different lower and upper age limits have been specifically prescribed for posts in the Service Rules, these limits shall be made applicable for appointment to such posts:

Provided further that the upper age limit may be relaxed up to forty-five years in the case of persons already in the employment of the Punjab Government, other State Government or the Government of India:

Provided further that in the case of candidates belonging to Scheduled Castes and other Backward Classes, the upper age limit shall be such as may be fixed by the Government from time to time.

- (2) In the case of ex-servicemen, the upper age limit shall be such as has been prescribed in the Punjab Recruitment of Ex-servicemen Rules, 1982, as amended from time to time.
(3) In the case of appointment on compassionate grounds on priority

basis, the upper age limit shall be such as may be specifically fixed by the Government from time to time.

- (4) In the case of appointment of a War-hero, who has been discharged from defence services or para-military forces on account of disability suffered by him or his widow or dependent member of his family, the upper age limit shall be such as may be specifically fixed by the Government from time to time.

5A. Increase in upper age limit.— Notwithstanding anything contained in rule 5, on and with effect from the commencement of the Punjab Civil Services (General and Common Conditions of Service) Amendment Rules, 2010, where in any other Service rules, or in Government instructions, the upper age limit for appointment to any Service or for any category or persons, if different from thirty-five years, it shall be deemed to have been increased by two years.

6 Qualifications etc.— Subject to the provisions of these rules, the number and character of posts, method of recruitment and educational qualifications and experience for appointment to a post or posts in a Service and the departmental examination, if any, shall be such as may be as specified in the Service Rules made for that Service;

Provided that where appointment of Group 'A' or Group 'B' non-technical post is offered to a war-hero, who has been discharged from defence services or para-military forces on account of disability suffered by him or his widow or dependent member of his family, under the instructions issued in this behalf by the Government, the educational qualification to be possessed by such person shall be graduation from a recognised university. Such person who is offered Group 'A' or Group 'B' or Group 'C' non-technical post, shall not, however, be required to possess experience of technical or non-technical post at the time of his initial appointment.

7 Probation.— (1) A person appointed to any post in the service shall remain on probation for a period of two years, if recruited by direct appointment and one year if appointed otherwise :

Provided that.—

- (a) any period after such appointment, spent on deputation on a corresponding or a higher post shall count towards the period of probation;
- (b) in the case of an appointment by transfer, any period of work on an

equivalent or higher rank, prior to appointment to the Service, may in the discretion of the appointing authority, be allowed to count towards the periods of probation;

(c) any period of officiating appointment to the Service shall be reckoned as period spent on probation; and

(d) any kind of leave not exceeding six months, during or at the end of period of probation, shall be counted towards the period of probation.

(2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory or if he has failed to pass the departmental examination, if any, prescribed in Service Rules within a period not exceeding one and a half years from the date of appointment, it may,—

(a) if such person is recruited by direct appointment, dispense with his services, or revert him to a post on which he held lien prior to his appointment to the Service by direct appointment; and

(b) if such person is appointed otherwise.—

(i) revert him to his former post ; or

(ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.

(3) On the completion of the period of probation of a person, the appointing authority may,—

(a) if his work and conduct has in its opinion been satisfactory—

(i) confirm such person, from the date of his appointment or from the date he completes his period of probation satisfactorily, if he is not already confirmed; or

(ii) declare that he has completed his probation satisfactorily, if he is already confirmed; or

(b) If his work or conduct has not been in its opinion, satisfactory or if he has failed to pass the departmental examination, if any, specified in the Service Rules,—

(i) dispense with his services, if appointed by direct appointment or if appointed otherwise revert him to his former post, or deal with him in such other manner as the terms and conditions of his previous appointment may permit;

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- (ii) extend his period of probation and thereafter pass such order as it could have passed on the expiry of the period of probation as specified in sub-rule (1):

Provided that the total period of probation including extension, if any, shall not exceed three years.

8 Seniority.— The seniority *inter se* of persons appointed to posts in each cadre of a Service shall be determined by the length of continuous service on such post in that cadre of the Service:

Provided that in the case of persons recruited by direct appointment who join within the period specified in the order of appointment or within such period as may be extended from time to time by the appointing authority subject to a maximum of four months from the date of order of appointment the order of merit determined by the Commission or the Board, as the case may be, shall not be disturbed:

Provided further that in case a person is permitted to join the post after the expiry of the said period of four months in consultation with the Commission or the Board, as the case may be, his seniority shall be determined from the date he joins the post:

Provided further that in case any person of the next selection has joined a post in the cadre of the concerned Service before the person referred to in the preceding proviso joins, the person so referred shall be placed below all the persons of the next selection who join within the time specified in the first proviso:

Provided further that in the case of two or more persons appointed on the same date, their seniority shall be determined as follows:—

- (a) a person appointed by direct appointment shall be senior to a person appointed otherwise;
- (b) a person appointed by promotion shall be senior to a person appointed by transfer;
- (c) in the case of persons appointed by promotion or transfer, the seniority shall be determined according to the seniority of such persons in the appointments from which they were promoted or transferred; and
- (d) in the case of persons appointed by transfer from different cadres their seniority shall be determined according to pay, preference

being given to a person who was drawing a higher rate of pay in his previous appointment; and if the rates of pay drawn are also the same, then by their length of service in these appointments and if the length of service is also the same, an older person shall be senior to a younger person:

Provided further that in the case of persons recruited by direct appointment in the same cadre obtaining equal marks during same selection process, their *inter-se-seniority* shall be determined on the basis of their age. This is, an older person shall be senior to the younger person.

Note:— Seniority of persons appointed on purely provisional basis or on ad hoc basis shall be determined as and when they are regularly appointed keeping in view the dates of such regular appointment.

9 Liability of members of Service to transfer.— A member of a Service may be transferred to any post whether included in any other service or not, on the same terms and conditions as are specified in rule 3.17 of the Punjab Civil Service Rules, Volume 1, Part 1.

10 Liability to serve.— A member of a Service shall be liable to serve at any place, whether within or out of the State of Punjab, on being ordered so to do by the appointing authority.

11 Leave, pension and other matters.— In respect of pay, leave, pension and all other matters not expressly provided for in these rules, a member of a Service shall be governed by such rules and regulations as may have been or may hereafter be adopted or made by the competent authority.

12 Discipline, penalties and appeals.— (1) In the matter of discipline, punishment and appeals, a member of a Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970 as amended from time to time.

(2) The authority empowered to impose penalties specified in rule 5 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970 and the appellate authority there under in respect of the Government employee shall be such as may be specified in the Service Rules.

13 Liability for vaccination re-vaccination.— Every member of a Service shall get himself vaccinated or re-vaccinated when Punjab Government so directs by a special or general order.

14 Oath of allegiance.— Every member of a Service, unless he has already

done so, shall be required to take oath of allegiance to India and to the Constitution of India as by law established.

14-A Minimum Educational and other Qualifications for appointment to the post of Senior Assistant by –

Direct Appointment	Promotion
No person shall be given direct appointment to the post of Senior Assistant under the Punjab Government, unless he-	From amongst the clerks, who have an experience of working as such for a minimum period of five years.

(i) Possesses the Bachelor's Degree from a recognised University or Institution; and

(ii) Qualifies in the competitive test specified by the appointing authority from time to time; and

(iii) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity applications or Desktop Publishing applications from a Government recognised institution or a reputed institution, which is ISO 9001, certified.

OR

Possesses a Computer Information Technology Course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Course (DOEACC) of Government of India.

(2) The person so appointed as Senior Assistant in terms of the Provisions of sub-rule (1), shall have, before his appointment, passed a test in English and Punjabi, respectively, typewriting on Computer to be conducted by the Board or the Appointing

Authority or the Department of Information Technology, as the case may be, at a speed of thirty words per minute:

Provided that where appointment of Group 'B' non-technical post is offered to a War Hero, who has been discharged from Defence Services or dependent member of his family under the instructions issued in this behalf by the Government, the educational qualifications to be possessed by such person shall be Graduate from a recognised University or Institution.

However, such person shall not be required to qualify the test in Punjabi type-writing as provided in sub-rule (2)".

15 Minimum educational and other qualifications:—

- (1) (i) No person shall be given direct appointment to the post of Clerk under the Punjab Government unless he possesses the Bachelor's Degree from a recognised University or Institution; and
- (ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity application or Desktop Publishing applications from a Government recognised institution or a reputed institution, which is ISO 9001, certified.

OR

Possesses Computer Information Technology course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Course (DOEACC) of Government of India;

- (2) The person so appointed as Clerk in terms of the provisions of sub-rule (1), shall have, before his appointment, passed a test in English and Punjabi, respectively, on computer to be conducted by the Board or the appointing authority or the Department of Information Technology as the case may be, at the speed of thirty words per minutes:

Provided that where appointment of Group 'C' non-technical post is offered to a War-Hero, who has been discharged from Defence Services or dependent member of his family, under the instructions issued in this behalf by the Government, the educational qualification to be possessed by such person shall be Graduate from a recognised University or Institution. However, such person shall not be required to qualify the test in Punjabi type-writing as specified in sub-rule (2).

15A. Minimum Educational and other Qualifications for appointment to the post of Senior Scale Stenographer by –

Direct appointment	Promotion
<p>No person shall be given direct appointment to the post of Senior Scale Stenographer under the Punjab Government unless he—</p> <p>(i) Possesses the Bachelor's Degree from a recognised University or Institution; and</p> <p>(ii) Qualifies in a Stenography test in four paras (two in Punjabi and two in English language) containing 250 words each as follows:-</p> <p>(a) the passage in Punjabi shall be dictated at a speed of 100 words per minute in Punjabi language required to be transcribed these (at typewriter/computer) at a speed of 20 words per minute; and</p> <p>(b) the passage in English shall be dictated at a speed of 60 words per minute in English language required to be transcribed these (at typewriter/computer) at the speed of 12 words per minute.</p>	<p>(i) From amongst the Junior Scale Stenographers, who have an experience of working as such for a minimum period of one year:</p> <p>Provided that if the Junior Scale Stenographer is not available then from amongst the Steno typists, who have an experience of working as such for a minimum period of five years; and</p> <p>(ii) Qualifies in a Stenography test in four paras (two in Punjabi and two in English language) containing 250 words each as follows:-</p> <p>(a) the passage in Punjabi shall be dictated at a speed of 100 words per minute in Punjabi language required to be transcribed these (at typewriter/computer) at a speed of 20 words per minute; and</p> <p>(b) the passage in English shall be dictated at a speed of 60 words per minute in English language required to be transcribed these (at typewriter/computer) at the speed of 12 words per minute.</p> <p>(iii) The candidates committing</p>

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- (iii) The candidates committing not more than 4% mistakes in aggregate and only if he/she qualifies the stenography test in both the languages shall be considered to have qualified the test for appointment as Senior Scale Stenographer".
- (iv) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity application or Desktop publishing applications from a Government recognised institution or a reputed institution, which is ISO 9001, certified.

OR

Possesses a Computer Information Technology course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Course (DOEACC) of Government of India.

16 Minimum educational and other qualifications for appointment to the post of Steno-typist or Junior Scale Stenographer.— No person shall be given direct appointment to the post of a Steno-typist or a Junior Scale Stenographer under the Punjab Government, unless he, —

- (a) Possesses Bachelor's Degree from a recognised University or Institution; and
- (b) Qualifies a test in Punjabi Stenography to be held by the Board or by the appointing authority at a speed specified by the Government from time to time; and
- (c) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity applications or Desktop Publishing

applications from Government recognised institution or a reputed institution, which is ISO 9001, certified.

OR

Possesses a Computer information Technology Course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Course (DOEACC) of Government of India.

17 Knowledge of Punjabi Language.— No person shall be appointed to any post in any service by direct appointment unless he has passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language, which may be specified by the Government from time to time:

Provided that where a person is appointed on compassionate grounds on priority basis under the instructions issued in this behalf by the Government from time to time, the person so appointed shall have to pass an examination of Punjabi language equivalent to Matriculation standard or he shall have to qualify a test conducted by the Language Wing of the Department of Education of the Punjab Government within a period of six months from the date of his appointment:

Provided further that where educational qualifications for a post in any service are lower than Matriculation standard, then the person so appointed shall have to pass an examination of Punjabi Language equivalent to Middle standard:

Provided further that where a War Hero, who has been discharged from defence services or paramilitary forces on account of disability suffered by him or his widow or dependent member of his family, is appointed under the instructions issued in this behalf by the Government, the person so appointed will not be required to possess aforesaid knowledge of Punjabi language:

Provided further that where a ward of Defence Service Personnel, who is a *bona fide* resident of Punjab State, is appointed by direct appointment, he shall have to pass an examination of Punjabi language equivalent to Matriculation Standard or he shall have to qualify a test conducted by the Language Wing of the Department of Education of Punjab Government within a period of two years from the date of his appointment.

18 Promotion to Group 'A' and Group 'B' Services. – (1) (a) For promotion to the post as Head of Department would be decided strictly on the basis of merit-cum-seniority as per the instructions issued by the Government

from time to time. The minimum bench mark for promotion for such post would be 'Very Good'. The Officer who is graded as "Outstanding" would supersede the officer graded as 'Very Good'.

(b) For promotion to post falling in Group 'A' other than Head of Department, the minimum benchmark will be 'Very Good' as per instructions issued by the Government from time to time. There shall be no supersession on the basis of merit.

(c) For promotion to post falling in Group 'B', the minimum benchmark will be 'Good' and there shall be no supersession on the basis of merit.

(2) Debarring for consideration for promotion of a Government employee who refuses to accept promotion.—In the event of refusal to accept promotion by a member of a service, he shall be debarred by the appointing authority from consideration for promotion for all the consecutive chances which may occur in future within a period of two years from the date of such refusal to accept promotion:

Provided that in a case where the appointing authority is satisfied that a member of a service has refused to accept promotion under the circumstances beyond his control, it may exempt such a member for reasons to be recorded there for in writing from the operation of this rule.

19 Power to relax.— Where the government is of the opinion that it is necessary to expedient so to do, it may by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons :

Provided that the provisions relating to educational qualifications and experience, if any, shall not be relaxed.

20 Over riding effect.— The provisions of these rules shall have effect notwithstanding anything contrary contained in any rules for the time being in force for regulating the recruitment and conditions of service for appointment to public service and posts in connection with the affairs of the State.

21 Interpretation.— If any, question arises as to the interpretation of these rules, the Government shall decide the same.

"APPENDIX"

(See rule 2)

Group 'A' : Posts in initial entry revised scales of pay having a maximum of Rs 11,660 or more;

Provided that all existing Class I posts irrespective of the monetary limits of the pay scales shall be placed in Group 'A'.

Group 'B' : Posts in initial entry revised scales of pay with maximum ranging between Rs 10,640 to 11,659;

Group 'C' : Posts in initial entry revised scales of pay with maximum ranging between Rs 5,160 to 10,639.

A.S. CHATTHA,
Chief Secretary to Government of Punjab.

DIPINDER SINGH,
Secretary to Government of Punjab,
Department of Rural Development and Panchayats.

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